



*Library Services and Technology Act (LSTA)
PL 108-81, As Amended*

DEVELOPING AN LSTA SUBGRANT PROJECT TIMELINE

There are many factors that can and should be considered in determining a project's completion date—and most will be unique to the type of project under consideration. However, **all LSTA subgrant project activities must coincide with an LSTA two-year grant cycle period.**

The project doesn't have to last the full two years, but must take place sometime during the official LSTA grant activity period and must be completed by the end of the grant period. Project activities extending beyond the end of an official grant period are not reimbursable under LSTA.

LSTA sub grant proposals and applications must include timelines that clearly indicate ample time for successful project implementation and evaluation. Sub grant project proposals/applications with implausible timelines cannot be approved for funding. It is not necessary to map out a time frame for every single project activity. **Project timelines should document critical events—including evaluation.**